

Online Professional Development Design Elements

This roundtable will explore the elements needed for effective, high quality online professional development for adult educators. It is an outgrowth of an online workgroup where more than twenty volunteers contributed their expertise and experience to help create a document that might be useful to others in the field. The round table will explore the following topics:

- **What are the options for distance learning in Professional Development?**
 - Course, curriculum, study group, self-study instruction, etc.
 - Facilitated, self-instructional, or self-instructional with supports
 - Online or blended (online and FTF)
 - Synchronous or asynchronous

- **What are the necessary design elements for creating a distance learning based PD plan?**
 - Content, learning activities and assignments for the PD course
 - Course platform (Learning Management System/ Course Management System)
 - Course requirements for entry (“pre-requisites”) and completion
 - Format and content of orientation
 - Evaluation of online learning
 - Data collection and evaluating data for decision making, program improvement, and measuring outcomes
 - Sound approaches and practices in online teaching and learning
 - Recruitment of *teacher* participants for online professional development training
 - Teacher professional development (to build online teaching and learning skills)
 - Communication with online students
 - Navigation that best supports learning
 - Enrollment model
 - Issues in awarding teacher and student credit (CEUs, certificates, etc.)
 - Designing an online course, curriculum, or online (self-study) learning plan

- **What are there benefits to the students when distance learning is a part of the professional development plan?**
 - Teachers build distance learning and technology skills
 - Teachers may participate in PD more often because it is more accessible
 - Teachers may need to take less time from their classes to attend PD
 - Teachers become enthusiastic about new learning options

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- **Is there a model of successful distance learning professional development opportunities?**
- Several different models of successful online PD exist
- Example #1: GED-i
- Models vary in target audience, instructional approach, course design, etc.
- Example #2: Project IDEAL

Who are the key players in developing and implementing online professional development?

- Instructional developers/designers of online learning (IDs)
- Managers/administrators/coordinators of online learning programs
- The instructional development team as a whole
- Teachers/instructors/facilitators
- Course content/subject matter experts (SMEs)